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February 3, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO AMEND CONTRACT BETWEEN
LOS ANGELES COUNTY OFFICE OF EDUCATION - HEAD START
AND DEPARTMENT OF PUBLIC SOCIAL SERVICES
FOR EMPLOYEE-BASED CHILD CARE CENTER
(3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Delegate authority to the Director, Department of Public Social Services (DPSS), to prepare and sign Amendment Number Two, substantially similar to attached sample amendment (Attachment #1) to the County contract #C-3198 with the Los Angeles County Office of Education (LACOE), for the provision of child care services to County employees at the child care center located at 12900 Crossroads Parkway South, City of Industry, CA 91746. This amendment extends the current contract on a month-to-month basis for up to a 10-month period effective February 29, 2004 through December 31, 2004, or until a new contract is awarded, whichever is sooner. This is a non-financial agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On March 7, 2000, your Board passed a motion requiring the Chief Administrative Officer to assess the feasibility of providing child care services in each County-owned facility. As a result of this motion, a child care center was established at DPSS Administrative Headquarters located at 12900 Crossroads Parkway South, City of Industry, California 91746. There is sufficient space to accommodate a child care program for eight infants, eight toddlers, and 42 preschoolers.

The current contract with LACOE to provide child care services at this location will expire on February 28, 2004.

To ensure that LACOE is able to continue operating the center at a viable level, more children need to be enrolled. Current enrollment is 35 children in the 58-children capacity center. DPSS is actively recruiting County employees to enroll their children, and exploring the possibility of enrolling other children from the community. The extension for up to 10 months is necessary in the event that LACOE does not opt to continue providing required services under the terms of this contract and will allow DPSS sufficient time to prepare and execute an RFQ for the solicitation of a new center operator.

This amendment also updates County Terms and Conditions by adding requirements approved by the Board of Supervisors since the approval of the initial contract.

Board approval of the recommended action will allow the County to continue its agreement with LACOE to administer the Head Start program to the children of County employees with no interruption in child care services. This program is widely recognized as a high quality, comprehensive child development program which serves children from birth to age five with an overall goal of increasing the school readiness of young children. The Head Start delegate agency, Plaza de la Raza, will operate the center under a subcontract.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The contract is consistent with the principles of the Countywide Strategic Plan Goal #5 (Children and Families' Well-Being) to improve the well-being of children and families in Los Angeles County.

FISCAL IMPACT/FINANCING

This is a non-financial agreement. The County will pay the cost of ongoing equipment and supplies associated with the Crossroads Child Care Center. The net County cost associated with these costs is \$830 per month. In addition, the County will provide the physical facilities, utilities, and upkeep which are deemed unavoidable costs.

Funding for costs associated with the Crossroads Child Care Center is included in the FY 2003-04 Final Adopted Budget. Funding for FY 2004-05 will be included in the Department's annual budget request.

FACTS AND PROVISIONAL/LEGAL REQUIREMENTS

This amendment will extend the Agreement on a month-to month basis for up to 10 months, commencing February 29, 2004, through December 31, 2004 and will ensure no disruption of services.

The amendment has been approved as to form by County Counsel.

There will be no adverse employee impact as a result of this contract. Approval of this amendment will not result in unauthorized disclosure of confidential information, and will be in full compliance with federal, State and County regulations.

IMPACT ON CURRENT SERVICES

Continuation of this project will impact the County's current child care services and CalWORKs Program in significant ways. It provides: 1) increased child care capacity; 2) availability of quality on-site child care services to County employees; 3) opportunity for CalWORKs participants in the local community colleges' Careers in Child Care Training program to experience hands on training in pursuit of a career in the field of early childhood education; and 4) a full day Head Start program of high quality child care services.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted and stamped Board letter to the Director, of DPSS.

Respectfully submitted,



Bryce Yokomizo, Director

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Enclosures

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Policy Roundtable for Child Care
Superintendent, Los Angeles County Office of Education